

KNOX COUNTY COMMISSION

Regular Meeting

Tuesday – May 14, 2019 – 2:00 P.M.

The regular monthly meeting of the Knox County Commission was held on Tuesday, May 14, 2019, at 2:00 P.M., at the county courthouse, 62 Union Street, Rockland, Maine.

Commission members present were: Dorothy G. Meriwether, Commissioner District #1, and Richard L. Parent, Jr., Commissioner District #2 and Sharyn L. Pohlman, Commissioner District #3.

County staff present included: Administrative Assistant Wendy Galvin, Finance Director Kathy Robinson, Sheriff Tim Carroll, Communications Director Linwood Lothrop, Airport Manager Jeff Northgraves, Chief Deputy Patrick Polky, and Administrative Assistant Candice Richards.

Others in attendance: Waldo County Sheriff Jeff Trafton & Waldo County Jail Administrator Ray Porter.

Regular Meeting – Agenda **Tuesday – May 14, 2019 – 2:00 P.M.**

- I. 2:00 Meeting Called To Order**
- II. 2:01 Public Comment -** Public Comment during other portions of the meeting will only be granted by permission of the Chair.
- III. 2:05 Consent Items**
 1. Approve Consent Items as Presented:
 - i. Agenda - Non Agenda Items Only Permitted if Emergency in Nature.
 - ii. Minutes of Regular Commission Meeting of April 9, 2019.
 - iii. Minutes of Special Commission Meeting of April 18, 2019.
 - iv. Monthly Written Departmental Reports.
 - v. Reserve Withdrawals.
- IV. 2:10 Action Items**
 - Act to Approve to Rejoin the Maine Public Employees Retirement System (MPERS) Under the Consolidated Plan for Participating Local Districts for the Knox County Jail's Correctional Employees.
 - Act to Approve and Authorize the Chair to Sign the 'Consent and Assignment' Transferring the Hangar #27 Lease From Richard Sheppe to Advance Team Communications (Andrew Sheppe).
- V. 2:15 Discussion Items**
 1. Update on Jail HVAC Project.
 2. Update on Courthouse HVAC Project.
 3. Update on Airport HVAC Project.
- VI. 2:20 Other Business**
- VII. 2:25 Executive Session**
 1. Convene in Executive Session to Discuss a Personnel Matter Pursuant to 1 M.R.S.A. §405(6)(A).
- VIII. Adjourn**

I. Meeting Called to Order:

Commission Chair Parent called the regular meeting of the Knox County Commission to order at 2:00 P.M.

II. Public Comment:

Commissioner Richard Parent asked for public comment.

None

III. Consent Items:

1. Approve Consent Items as Presented:

- i. Agenda - Non Agenda Items Only Permitted if Emergency in Nature.
- ii. Minutes of Regular Commission Meeting of April 9, 2019.
- iii. Minutes of Special Commission Meeting of April 18, 2019.
- iv. Monthly Written Departmental Reports.
- v. Reserve Withdrawals

Some questions/comments were asked by the Commissioners:

- July 10th from 5:00p.m. – 9:00p.m. EMA will host the Maine Lobster Festival Table -Top Exercise in collaboration with the Department of Homeland Security- Cyber and Infrastructure Security Agency. This is open to the Community and Commissioners. Commissioner Pohlman will be attending.
 - Administrative Assistant Richards stated every County should show interest in continuity. Commissioner Pohlman will be attending. (Course will be held on July 10th from 5:00 - 9:00 P.M.)
 - Knox County Regional Airport will host an open house June 8th, from 11:00 A.M. - 2:00 P.M. The Experimental Aircraft Association will be doing their young Eagles program at the Open House. This is close to the first time an actual open house is open to the Public.
 - Jobe hangar is almost about finished; just a few finishing touches need to be done. A committee is in place for standards and rules for new hangars. There will be some new hangars next year. (Those are revenue sources.)
 - PenBay Pilot shared a nice article and pictures about the KRCC center when they had the Telecommunicators Week Proclamation. This link will be available upon request.
 - In addition to a few changes on the April 9th minutes, April 18th minutes should say “Special Meeting”.
 - Question to Finance Director Robinson on the Reserve Withdrawals – Isn’t this money already approved, why are we authorizing this money to go into Reserves? Finance Director Robinson stated you are signing off on the physical purchase of the items. The Reserve Withdrawals are part of statue – auditors spend a lot of time on this.
 - Airport Manager Northgraves commented on the last question about Reserves: It is statue that Reserve Accounts that are established by the Commission have to be approved; expenditures have to be approved just like with the Town.
- *A motion was made by Commissioner Pohlman to approve the consent items as presented and accept amended corrections to both sets of minutes. The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.*

IV. Action Items:

1. Act to Approve to Rejoin the Maine Public Employees Retirement System (MPERS) Under the Consolidated Plan for Participating Local Districts for the Knox County Jail’s Correctional Employees. This was discussed during the past year’s Union negotiations sessions with the National Correctional Employees Union (NCEU) and the Knox County Management Team. Enclosed is the wording of the vote for Knox County to Rejoin MainePERS for its Corrections Employees Effective July 1, 2019 Under Plan #3N. The County Commission voted back in September 2015 to join MPERS as a New PLD for the Sheriff’s Department Law Enforcement Officers. This was also for Plan 3N and was negotiated with the Fraternal Order of Police (FOP). Once you’ve joined ICMA you do not have the option of dropping that. Also, once you’ve joined MainePERS you do not have the option of dropping that either. So either plan, once you’re in, you’re in.
- *A motion was made by Commissioner Pohlman to Act to Approve to Rejoin the Maine Public Employees Retirement System (MPERS) Under the Consolidated Plan for Participating Local Districts for its full-time (Employees hired to work 35 hours or more per week/52 weeks per year), Corrections employees effective July 1, 2019, and:*
 - a) *Knox County votes to offer Special Plan 3N.*
 - b) *The County authorizes the County Administrator to sign the contract between Knox County and the Maine Public Employees Retirement System;*

- c) *The County will allow employees to purchase service rendered prior to July 1, 2019 with the County. The County will not participate in the purchase of the past service; employees are responsible for paying the full liability associated with this service.*

The motion was seconded by Commissioner Meriwether. A vote was taken with all in favor.

2. Act to Approve and Authorize the Chair to Sign the ‘Consent and Assignment’ Transferring the Hangar #27 Lease From Richard Sheppe to Advance Team Communications (Andrew Sheppe).
Richard Sheppe Sr. has passed away and his son and executor, Richard Sheppe Jr. has transferred the hangar to Andrew Sheppe (Advance Team Communications). The transfer has closed, so the Consent and assignment document is required to transfer the lease agreement for the land the hangar sits on.
- Airport Manager Northgraves stated this is a routine transfer.
 - *A motion was made by Commissioner Meriwether to Act to Approve and Authorize the Chair to Sign the ‘Consent and Assignment’ Transferring the Hangar #27 Lease From Richard Sheppe to Advance Team Communications (Andrew Sheppe). The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

V. Discussion Items:

1. Update on Jail HVAC Project.
- Sheriff Carroll talked about looking at upgrading the HVAC at Jail. Last Tuesday, May 7th, discussion were made with Siemens, a walk thru was done to get some numbers as to the costs. Kitchen does not have proper cooling, there is no A/C unit. In the summer, the temperature gets 100 degrees or more. First off, looking to see what the total cost would be, or possibly to see if we could do this project in steps. The first week of June we will have figures and be able to make a solid decision. The Jail has a thirty (30) year old HVAC system, but has been kept in very well condition.
2. Update on Courthouse HVAC Project.
- Working with Siemens - Working on the final punch list. Sheriff Carroll and Maintenance Manager Hagan did a walk thru on the vents.
3. Update on HVAC system at Airport
- Initial report is in - Airport Manager Northgraves, Maintenance Manager Hagan and Administrator Hart have reviewed it, and Administrator Hart will discuss in more detail with the Commission as the process is being moved forward.

VI. Other Business:

- What is status on Public Safety Building – Did some small core samples, had a high percentage of humidity in them. Currently waiting for results to come back, and will have meeting with Gartley & Dorskey. The Commission will be updated once the results are in.
- Commissioner Meriwether suggested would like to have a discussion with MCEDD’s Economic Developer Bill Najpauer at the next Commission Meeting to speak with Commissioners and Administrator Hart.
- Olive Rose – Commissioner Parent has been talking to municipalities – Commissioner Meriwether offered to create a press release for the June meeting – Would like Olive Rose to be on Agenda for June.

VI. Executive Session:

1. Convene in Executive Session to Discuss a Personnel Matter Pursuant to 1 M.R.S.A. §405(6)(A).
The purpose of this executive session is to discuss with Sheriff Tim Carroll about filling the Jail Administrator’s position at the Knox County Jail.

- *A motion was made by Commissioner Meriwether to go into Executive Session pursuant to 1 M.R.S.A. §405(6)(A) to discuss a personnel matter. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

The executive session convened at 2:00 P.M.

The executive session concluded at 3:11P.M.

VII. Adjourn

- *A motion was made by Commissioner Meriwether to adjourn the meeting. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

The meeting adjourned at 3:12 P.M.

Respectfully submitted,

Wendy Galvin
Administrative Assistant

**The Knox County Commission approved these minutes at their regular meeting
held on June 11, 2019.**